

SUBJECT	ISSUED BY	EFFECTIVE DATE
DEMOLITION DERBY PIT	CITY COUNCIL	April 4, 2005

POLICY STATEMENT:

This policy is established to help guide citizens, staff, and the City Council in the use and promotion of the demolition derby pit and surrounding area located on East Banks Avenue, just east of the railroad tracks.

This document is to be used as a general guide when using and promoting the demolition derby pit.

PROCEDURE:

1. The demolition derby pit located at 301 East Banks Avenue shall be known as the Burlingame Demo Pit.
2. Any activities held at this location shall be approved by the City Administrator a minimum of sixty (60) days in advance. This is to allow for the proper planning of the event, and maintenance and preparation of the site for a first class event.
3. Any demolition derby event must have a certificate of insurance issued to the person or group holding the event in an amount of at least \$1,000,000 and must list the City of Burlingame as additionally insured. The insurance certificate must be provided to the City a minimum of twenty (20) days before the scheduled event.
4. A deposit of one hundred (100) dollars shall be made to the City Clerk a minimum of twenty (20) days before the event to reserve the site. The City Clerk will issue a check for seventy-five (75) dollars to the depositor within five (5) working days of the event if the site is restored to pre-event status. This determination will be made by the City Administrator. The event organizer shall make arrangements to have the site cleaned up within twenty (24) hours of the conclusion of the event. If the site is not restored to the satisfaction of the City Administrator, he/she shall take steps necessary to restore the site and will direct the City Clerk not to refund the seventy-five (75) dollars as described above.
5. The event organizer shall collect one (1) dollar per head entering the event area that shall be deposited with the City Clerk within five (5) working days of the event. This amount shall be paid to the City Clerk prior to the seventy-five (75) dollars being refunded. If the event organizer fails to deposit the money with the City Clerk within the five (5) working days, he/she shall forfeit the seventy-five (75) dollars and the City Administrator reserves the right to refuse future events proposed by the event organizer. All money collected from this one (1) dollar fee

shall be deposited in the Capital Improvement Fund and be used exclusively for the improvement and promotion of the demolition derby site or surrounding parking areas to be determined in the future.

6. The event organizer shall allow the Burlingame Fire District free access to the site to provide fire coverage if deemed necessary by the City Administrator and shall arrange for medical coverage at the site. The City Administrator, City Clerk, City Superintendent, and the Chief of Police shall also be given free access to the site to determine the safety, effectiveness, and attendance at the event.
7. Within five (5) working days after the conclusion of the event the City Administrator, City Superintendent, City Clerk, Chief of Police and the event organizer shall meet to determine the effectiveness of the event and discuss areas of improvement that are necessary.

Approved By:

Raymond Hovestadt, Mayor